

SAN ANTONIO FIRE DEPARTMENT FIRE ALARM PERMIT APPLICATION

A. General Information

Type of Work ☐ New ☐ Existing

Number of Plans Number of Pages

Business Name
(DBA, Occupant Name, etc.)

Description of Work
(New Fire Alarm System, Panel Replacement)

For Office Use Only

A/P No. _____

B. Site/Property Information

Job Address Street Building Suite Zip Code

Location
(Building 13, Suite 112)

C. Contractor Information

Licensed Contractor Requesting Permit

Contractor I.D. Number Subcontractor to

Contractor Address Street City State Zip Code

Business Phone () - Fax Phone () -

Licensee/Point of Contact Information (If Contact/Licensee is a new to the system, please fill in all information.
If the Contact/licensee already exists, provide name, ID, and license number and update any required information)

License Number Type Expiration Date
M/d/yyyy

Contact I.D. Name

Organization Position/Profession

Day Phone () -

Evening Phone () - Mobil Phone () -

Fax Phone () - Email Address

Address Street City State Zip Code

D. Building Information

Number of Floors

New Building, Addition or Renovation (building permit required)

Parent Application Number Required

E. Work Type Description (Check One)

- ☐ Major Work System Work
- ☐ New Fire Alarm System
- ☐ Panel replacement
- ☐ Remodel Fire Alarm System

F. System Type Description (Check One)

- ☐ Local ☐ Other ☐ Proprietary
- ☐ Remote ☐ Central Station ☐ Auxiliary

G. Installation Type

- ☐ Required Installation ☐ Voluntary Installation

H. System Information

Number of Initiating Devices
Sequence of Operation

Number of Signaling Devices

Fire Alarm Panel Replacement Information:

Model/Type of Existing Initiating Devices

I. Miscellaneous Information

List Reference Code(s) and Section Number(s)

- ☐ Plans to Scale ☐ Symbol Schedule ☐ Device Locations
- ☐ Equipment Specification sheets ☐ Riser Diagram ☐ Information on Existing Fire Alarm
- ☐ Smoke Detectors in Lieu of Non-Rated Corridors as per Building Departments Requirements

Sequence of Operation

J. Expiration of Plan Review

Application for which no permit is issued within 180 days following date of application shall expire by limitation and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not to exceed an additional 180 days upon request of the applicant who must demonstrate that circumstance beyond their control have prevented action from being taken. No application shall be extended more than once. If an application expires, new plans must be submitted and additional review fees applied (1997 UBC, Section 107.4).

K. Certification

This document is a governmental record. Individuals who knowingly make a false entry in, or false alteration of, a governmental record are subject to criminal prosecution under Section 37.10 of the Penal Code, Vernon's Texas Code Annotated.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to violate or cancel the provisions of any other state or local law regulating constitution or the performance of construction. I also understand that the installation of any of the work related to this permit application shall not proceed until approved plans are issued from the City of San Antonio.

Signature _____

Date

M/d/yyyy

Print Name

L. Submittals

Submit this application and two (2) sets of folded plans per building to:

Development and Business Service Center
Fire Prevention Division
1901 S. Alamo St.
San Antonio, Texas 78204

Monday through Friday, 7:45 to 4:30 (Excluding City Observed Holidays)

Fire Permit Application Instructions

- ❑ Please fill in all known information.
- ❑ A majority of the information on the new permit application was taken from the old permit application forms. Unfamiliar questions may pertain to contact I.D. numbers, contractor I.D. numbers, and licensing information.
- ❑ All Fire Permitting applications have been composed in MS Word and Adobe Acrobat formats to allow for easy download use. Feel free to use these forms to your advantage.
- ❑ Unfamiliar information will be covered at a later date in a Contractors Familiarization Meeting conducted by the Fire Prevention Division. If you wish to be included as a guest please reply via email to dpeters@sanantonio.gov.

Should you have questions, concerns or comments please contact Lieutenant Peters at dpeters@sanantonio.gov.